



Fort Wayne Community Schools

"Discover Excellence In Education"

Record #: 4561

Fort Wayne Community Schools is committed to closing the achievement gap among 32,000 students through strategic planning, magnet school programs, school level decision-making, state-of-the-art technology, and active partnerships with four local universities. Fort Wayne Community Schools is one of only ten awardees nationwide to receive a \$5 million grant from the Wallace Foundation to recruit and strengthen the abilities of aspiring administrators, principals, and superintendents to improve student achievement and perform as effective instructional leaders. A diverse student population and a high level of cooperation and mutual respect among students, parents, teachers, support staff, and the community characterize this outstanding school district.

Administrative Vacancy

- Position:** Title 1 School Improvement Coordinator
- Contract:** 7/1/2008 to 6/30/2009 Temporary Contract
- Salary range:** \$40,829-\$68,764
- Description:** Coordinate implementation of Title I school improvement efforts including monitoring the implementation of all requirements associated with NCLB differentiated school improvement accountability and administering the implementation of Title I School Improvement grants. Oversees various components of the professional development for Title I Academy for teachers. Works with Title I principals, Professional Development staff, School Improvement Systems staff, Curriculum Services staff, Title I QIT teams, Title I instructional interventionists, grade level collaborative teams, and individual teachers to monitor effectiveness of Title I school improvement and the professional development of Title I teachers through the Title I Academy. Must support all students achieving at high levels through achievement and academic excellence, engaging parents and the community, and operating with fiscal responsibility, integrity, and effectiveness.
- Certification:** Bachelor degree in education and five (5) years teaching/administration experience in a Title I environment.
- Qualifications**
1. Demonstrate systems thinking through a Title I lens within the context of FWCS
 2. Understand the FWCS/Title I school improvement planning process including knowledge of the balanced scorecard process
 3. Passion for continuous improvement and a belief that all children can learn
 4. Understand and model standards for effective professional development which links to student achievement
 5. Demonstrate evidence of being a continuous learner with goals for personal professional growth and development
 6. Understand data analysis, interpretation, and data-driven decision-making as they relate to continuous improvement
 7. Be service oriented; able to maintain confidentiality, and build productive professional relationships
 8. Demonstrate effective problem-solving and collaboration skills
 9. Understand the processes of individual and organizational change and be able to positively influence desired change
 10. Demonstrate exemplary communication skills and technology skills including use of Microsoft Word, Excel, and PowerPoint; experience with Microsoft Project and Minitab or equivalent statistical software
 11. Demonstrate coaching skills and disposition to be coached
- ESSENTIAL FUNCTIONS:**
1. Monitor Title I School Improvement activities including differentiated accountability and report progress quarterly.
 2. Ensure the requirements of Title I School Improvement grants are coordinated and fulfilled effectively including the Coordination of the development and implementation of the Title I Academy.
 3. Coordinate the design, delivery, follow-up, and assessment of professional development

- for professional educators and instructional assistants in Title I schools including publishing, monitoring, tracking and reporting on Title I professional development through PDeCampus.
4. Work with Title I academic support teams to ensure necessary adult knowledge and skills to meet student needs.
 5. Research and share appropriate information with Title I teachers and administrators regarding children of poverty from diverse cultures with high mobility.
 6. Support Title I schools' School Improvement Plans with emphasis on SIP professional development action steps/plans.
 7. Facilitate the Title I Academy and the New Teacher Academy Title I Cohort.
 8. Create materials to promote high level of Title I teacher involvement in professional development.
 9. Maintain the Title I portion of the FWCS Professional Development web site.
 10. Publish a regular newsletter.

POSTING DATES: 9/9/08 - 9/10/08

SCREENING TO BEGIN: Immediately

FWCS supports the principle that all persons are entitled to equal employment opportunity without regard to race, religion, color, marital status, national origin, sex, age, disability, or limited English proficiency.

FWCS encourages women and minority candidates to apply. Salary and fringe benefits are highly competitive, and based upon training and experience.

Submit a letter of interest, administrative employment application, resume, and documentation of successful administrative experience to:

Kathy Carr

Manager of Recruitment and Hiring

Fort Wayne Community Schools

1200 South Clinton Street

Fort Wayne, IN 46802

e-mail: diana.swalley@fwcs.k12.in.us

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